

Meeting Minutes**March 3, 2022****8:30am – 9:30am****Regular Meeting****Zoom ID: <https://cccconfer.zoom.us/j/99180358135>****MEMBERS:**

VOTING –			
X	Frances Moy (Chair Merritt PDC, SAS Coordinator)	X	Doris Hankins (Director of Student Activities and Campus Life)
X	Reeshemah Thornton (Dean of Enrollment Services)		Maria Spencer (Student Personal Services Specialist)
X	Jason Holloway (Division II Dean)		Denise Woodward (Division I Staff Assistant)
X	John Rodriguez (Recording Secretary, Biology Faculty, Guided Pathways Pillar 4 Lead)		
X	Sun Young Ban (Co-Chair of Math/Physical Sciences, Math Faculty)		
NON-VOTING –			

GUESTS: Courtney Brown, Lowell Bennett

AGENDA ITEM	DISCUSSION	FOLLOW-UP ACTION
I. Call to Order	<ul style="list-style-type: none"> Meeting called to order at 8:34am. Quorum established. 	
II. Adoption of Agenda	Doris Hankins moved to adopt the agenda. Seconded. Passed unanimously.	
III. Approval of Minutes	Doris Hankins moved to adopt the meeting minutes with corrections to the unneeded statement in the Announcement Sections. Seconded. Passed unanimously.	
IV. Action Items/ Presentations	<p>Tobey Kaplan Funding Request for Conference</p> <ul style="list-style-type: none"> Was missing a second page, so we couldn't approve it as it was. Doris Hankins moved to approve \$1000 of PDC funds for Tobey Kaplan's request, pending submission of the second page with signatures. Seconded. Passed unanimously. <p>Courtney Brown Funding Request for Conference</p> <ul style="list-style-type: none"> Was missing a signature from the Dean, so we couldn't approve it as it was. Sun Young moved to approve \$525 of PDC funds for Courtney Brown's request, pending an added signature from the Dean on page two, and submitted in the next day. Seconded. Passed unanimously. 	In the future, all forms need to have all signatures before being voted on.
V. Standing Items	Planning for March 15 Flex Day	Frances Moy will follow up with the presenters for the

	<ul style="list-style-type: none"> • Lowell Bennett will inform Frances Moy in a week whether he will continue to hold the Grading for Equity workshop or not. 	Dual Enrollment workshop (to confirm that they want to host it).
VI. New Business	None	
VII. Old Business	None	
VIII. Announcements	<ul style="list-style-type: none"> • Next PDC meeting will be March 17th at 8:30am. 	
IX. Adjournment	<ul style="list-style-type: none"> • Meeting adjourned at 9:31am. • Minutes submitted by John Rodriguez. 	